



NORTH CAROLINA AIR NATIONAL GUARD AGR VACANCY ANNOUNCEMENT



POSITION AND DUTY AFSC: TITLE: Air Traffic Controller AFSC: 1C171 PD1799000 PSN: 0107220934	RANK/GRADE: NTE: TSgt	<input checked="" type="checkbox"/> NATIONWIDE <input type="checkbox"/> NCANG MEMBERS ONLY <input type="checkbox"/> ON BOARD AGR ONLY	ANNOUNCEMENT #: ANG-AGR 2018-08
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UNIT, LOCATION, POC:**235 ATCS, New London, NC****POC: Maj Joseph Wilson joseph.p.wilson3.mil@mail.mil****(704) 422-2588 / DSN: 484-2588****OPENS: 15 February 2018****CLOSES: 14 March 2018****PRINCIPAL DUTIES AND RESPONSIBILITIES:**

Directs movement of aircraft in flight and on the ground utilizing pilot and controller reports, radar presentations or a combination of methods in close coordination with other controllers. Under restrictive time and space limitations, formulates and issues ATC clearances and instructions to provide for the required separation and or sequencing of all IFR, SVFR, and VFR traffic within delegated airspace. Adjusts aircraft flight paths, assigns arrival and departure routes to various types of aircraft, arrival and departure runways, adjusts speed, and issues altitude restrictions to accompany multiple types and performance level of civilian and military aircraft to affect separation and expeditious traffic flow as prescribed in FAA JO 7110.65. Provides assistance to both experienced professional and inexperienced student pilots within the airspace and ensures expeditious traffic flows are maintained. Provides mandatory additional services and assistance to aircraft to include those experiencing in-flight emergencies, hijacking and unlawful seizure, pilot disorientation, and to those aircraft otherwise experiencing distress during flight. Participates in a host of Transportation Security Agency (TSA) and FAA mandated homeland security procedures and implements federal and local guidance and direction for aircraft operations within terminal areas. Formulates and issues IFR and SVFR clearances and VFR advisory information. Coordinate Notices to Airman (NOTAM) actions and airfield advisories in order to provide information to all users of appropriate airports and ATCALS facility. Operates, trains, and provides preventative maintenance on a host of automated communications and display hardware and software systems that are integral and vital to the operation of the air traffic control facility. Types of systems include but are not limited to: Enhanced Terminal Voice Switch (ETVS), Digital Voice Recording Systems (DVRS), Instrument Landing System (ILS) Remote Status Indicator (RSI), Non-Directional Beacon RSI, Information Data Systems (IDS-5) and Tower Simulator System (TSS). Ensures all equipment functions within the required standards, while operating at peak efficiency by all controllers. Maintains communications with aircraft and adjacent facilities to transmit and receive instructions and information relative to flight. Determines when backup or alternate communications are required and places same in operation as appropriate. Investigates possible equipment outages, and issues appropriate advisories to aircraft. Ensures adjacent facilities and aircraft operators are advised of additional support requirements during equipment outages. Provides training on systems to ensure controllers understand and apply correct equipment system operations. Serves as a watch supervisor or senior controller in the ATC facility. Provides direction to all controllers in the safe, orderly and expeditious flow of aircraft. Issues and withdraws approval for facility ATC services based on traffic, workload, controller training, equipment capability, and training workload. Manages controllers on a shift to include position assignment, appointments, unexpected absences, leave scheduling, and shift overlap. Documents controller performance and adherence to military and civilian standards on Enlisted Performance Reports (EPRs). In concert with the Air Traffic Manager, routinely coordinates essential information on daily flying, ground movement, and general ATC issues with the Wing Supervisor of Flying (SOF), Operations Group Commander, Civilian and Military Airport Managers, transient military DoD pilots, civilian Air Carrier Dispatch Centers, and other interested and required agencies. Conducts and directs aircraft mishap and hazardous air traffic systems reporting. Serves as a focal point on the airfield for aircraft mishaps, system reports on hazardous air traffic activities, and ATC and pilot incident inquiries effecting the radar facility. Ensures accurate and timely reports to agencies or various local, state, and Federal departments having oversight responsibility. Conducts and performs weather-related functions as required by FAA and AF directives. Provides accurate documentation and disseminates observations to adjacent ATC facilities, aircraft, and weather personnel, in accordance with National Weather Service (NWS), FAA, DoD, and local facility directives. Evaluates weather reports from automated (AWOS, IDS-5, etc.) or other sources (i.e. Pilot Reports) and ensures weather information is accurate, specific, and timely. Modifies, corrects, or augments as appropriate for official

weather reporting. Disseminates weather warnings, Center Weather Advisories (CWA), Significant Meteorological Information (SIGMET), or Meteorological Information (MET) watch advisories as appropriate. Requests, records, and disseminates Pilot Reports (PIREPS) as mandated by FAA directives. Provides comprehensive on-the-job training for Air Force and Air National Guard personnel in accordance with Air Force, Air National Guard, FAA, and local policies and directives. Uses technical expertise and judgment for air traffic control procedures and provides hands-on training to trainee personnel using automated or formal classroom instructions. Ensures comprehensive training documentation is accomplished to accurately portray trainee status and capabilities. Ensures, USAF, ANG, and FAA computer based instruction programs are utilized by trainee and qualified controllers as required. Utilizes computer based testing and provides effective recurring, review, and proficiency training on crew. Implements changes to local training systems, as directed, and constantly evaluates those changed systems to reduce overall facility training resource use. As required, attends regular training meetings with ATC staff to provide input and expertise in revising ATC Training Programs. Utilizes guidelines consisting of USAF, ANG, FAA regulations and policies, locally established policies, procedures, agreements and directives; training software, and manufacturer's manuals/instructions. Selects appropriate techniques for accomplishing required assignments and interprets regulations and policy documents to meet ANG mission objects. Exhibits a high degree of autonomy when implementing controller decisions not specifically covered by directives or regulations. Performs other duties as assigned.

QUALIFICATIONS: Must maintain Ground Based Aircraft Controller Medical Standards according to AFI 48-123, *Medical Examinations and Standards*. Must comply with the military duty eligibility requirements IAW ANGI 36-101. Must currently hold AFSC 1C171. Must currently hold SEI 055 (Tower Watch Supervisor) or SEI 362 (RAPCON Watch Supervisor). Dual facility qualifications are highly desired, but not required. Must possess a current Federal Aviation Administration AOV facility credential, FAA Form 7220-1 (Air Traffic Control Specialist Certificate/pink card) or FAA Control Tower Operators Certificate (CTO). Must maintain certifications according to AFI 13-204v3, *Airfield Operations Procedures and Programs*.

Knowledge is mandatory of: ATC principles and procedures; flight characteristics of aircraft; International Civil Aviation Organization and United States federal and military air directives; use of aeronautical charts, maps, and publications; interpretation, use, and limitations of ATC radar; use of ATC communications systems and navigational aids; and fundamentals of meteorology. United States Air Force certification as an ATC specialist satisfies these requirements. Not a part of the certification requirements, knowledge is also mandatory of principles of organization, purpose, operation, and management of ATC facilities.

Specialty requires routine access to Secret material or similar environment. For retention of AFSCs 1C1X1 and 1C100, applicant must possess a SECRET (or higher) security clearance or completion of a current National Agency Check, Local Agency Checks and Credit (NACLC) according to AFI 31-501, *Personnel Security Program Management*. For retention of AFSCs 1C151/71/91/00, must maintain an Air Force Network License according to AFI 33-115, Vol 2, *Licensing Network Users and Certifying Network Professionals*.

NOTE: Military Grade Inversion: The military structure is preeminent over the full-time structure and military grade inversion within the full-time work force is not permitted. The military grade of the supervisor must equal or exceed the military grade of personnel supervised.

Application Packages must include the following:

(1) NGB Form 34-1 (dated 11 Nov 2013)

- A resume may be attached to supplement data contained in the NGB Form 34-1. However, the NGB 34-1 must still be completed.

(2) A copy of your current (last 12 months) "passing" Physical Training Assessment Sheet. Must have a passing PT Assessment before starting tour.

(3) vMPF RIP. Must be no more than 60 days old. Data Verification Brief (DVB) briefs or RIPs generated directly from MILPDS will not be accepted. All information to qualify you for an AGR Tour must be present within your RIP. If there is a system limitation causing your record to be incorrect, you must include the official supporting source document with your package. Pen/ink corrections on RIP could disqualify package

(4) ASVAB Scores and PULHES: AF Form 422 (Obtain from 145 MDG). Must comply with ASVAB and PULHES criteria as listed in AFECDD. Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, *Medical Examination and Standards*. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Individuals transferring from Title 10 (Regular Air Force or Reserve Component Title 10

Statutory Tour) are not required to have a new physical unless the previous physical is over 12 months old at time of entry into AGR status.

Individuals on a DD Form 469, *Duty Limiting Condition Report* at the time of AGR physical package evaluation will not be deemed medically qualified. Individuals may apply for AGR tours as long as meet the aforementioned requirement and subsequently are medically cleared off any DLC/medical profile prior to starting a new AGR tour. An initial AGR order will not be published prior to ensuring the selected applicant is off any duty limitations before starting their AGR tour.

Airmen determined physically qualified for continued military service IAW AFI 48-123, *Medical Examinations and Standards*, by the State Air Surgeon (or designated representative) or Military Entrance Processing Station (MEPS) may enter on AGR duty immediately.

(5) Dental Classification: 1 or 2 (Obtain current SF 603A from 145 MDG)

(6) AF IMT 3622 – Air Traffic Control/Weather Certification and Rating Record

(7) Must have adjudicated Security Clearance before starting tour.

(8) Scan all documents and submit as one attachment.

PLEASE READ DISCLAIMER: Do not submit other documents unless specifically asked for in the announcement.

You, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. Incomplete applications will be considered “Not Qualified” because of lack of information. HRO is not responsible for incomplete packets. Applications and associated documents will not be returned nor considered for future vacancy announcements. Do not submit original documents

EMAIL APPLICATIONS TO: usaf.nc.145-msg.mbx.full-time-job-applications@mail.mil. Applications must be received not later than 1600 hours (EST) on the closing date of the announcement. Applications received after the closing date/time will not be accepted. Applications must not be mailed using government-supplied envelopes or postage.

THE NORTH CAROLINA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation.